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## 1. What is the goal of the Balance is Power Challenge?

Life can throw us curve balls, which in turn can throw us off balance. The goal of the Live**Well** "Balance is Power" Challenge is to focus on four primary strategies to help get you back on track, including: Week 1) Be Aware of <u>SELF-CARE</u>; Week 2) <u>GRATITUDE</u> Your Attitude; Week 3) Leap into <u>SLEEP</u>; and Week 4) <u>RESILIENCE</u> is Brilliance. Over the four weeks, log a minimum of 600 minutes of exercise and complete the weekly tasks associated with the weekly life balance focus.

#### To earn wellness incentive points for completion of the Balance is Power Challenge, participants must:

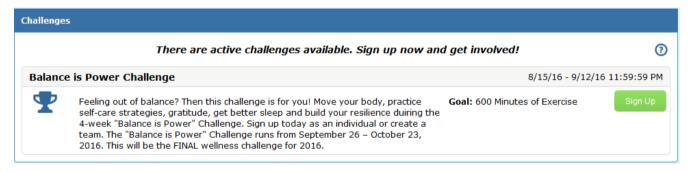
- i. Log at least 600 minutes of exercise by Sunday, October 23<sup>rd</sup>, 2016
- ii. Complete all weekly tasks by Monday, October 24<sup>th</sup>, 2016.

## 2. When is the Balance is Power Challenge?

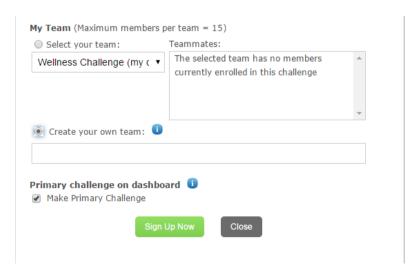
- a. The challenge begins Monday, September 26<sup>th</sup>, 2016 and runs for 4-weeks finishing on Sunday, October 23<sup>rd</sup>, 2016.
- b. The wellness portal allows completion of tasks through Monday, October 24<sup>th</sup>, 2016 however the exercise tracking MUST be backlogged to Sunday, October 23<sup>rd</sup> or before. You can login on Monday, October 24<sup>th</sup> and backlog your exercise for October 23<sup>rd</sup> or before.

## 3. How do I register for the challenge?

- a. Registration opens Monday, September 12<sup>th</sup>, 2016 and closes on Sunday, October 2<sup>nd</sup>, 2016.
- b. Log-in to the Wellness Portal: <a href="https://mybluehealth.bcbsvt.com/dt/v2/bcbsvtindex.asp">https://mybluehealth.bcbsvt.com/dt/v2/bcbsvtindex.asp</a>
- c. Click the "Sign Up" button in the Challenge Bar



- d. Choose "Select your team" or "Create your own team".
- e. Click "Sign Up Now"

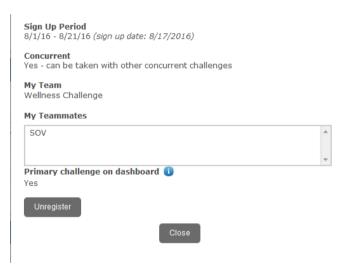


## 4. How do I unregister from the challenge?

- a. Log-in to the Wellness Portal: <a href="https://mybluehealth.bcbsvt.com/dt/v2/bcbsvtindex.asp">https://mybluehealth.bcbsvt.com/dt/v2/bcbsvtindex.asp</a>
- b. Click on "Details" in the Challenge Bar



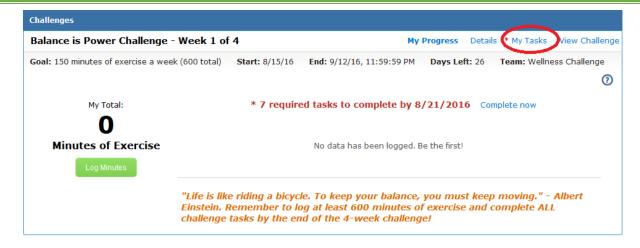
c. Click "unregister"



d. Select "OK" to confirm

### 5. How do I complete my weekly tasks?

- a. Log-in to the Wellness Portal: <a href="https://mybluehealth.bcbsvt.com/dt/v2/bcbsvtindex.asp">https://mybluehealth.bcbsvt.com/dt/v2/bcbsvtindex.asp</a>
- b. Click on "My Tasks" on the Challenge Bar



c. Or scroll down your page to "My To Do List"

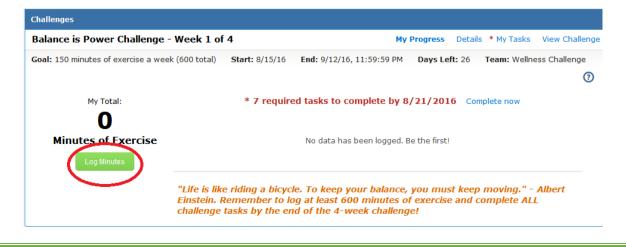


- d. Click on the task you would like to complete. Once you hit "close" out of a survey, PDF document or after logging your exercise, the task is considered complete.
- e. New weekly tasks will load every Monday\*.

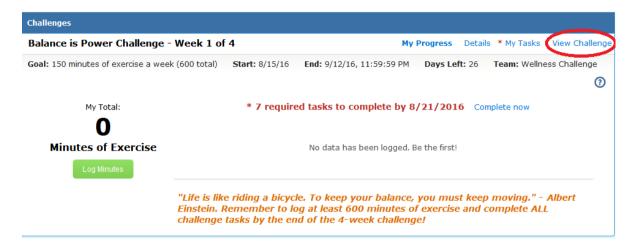
\*Note: All tasks for the current week must be completed before the next week's tasks will load. If you are "overdue" on tasks, please note that there is a 24-hour delay for a new week's tasks to load.

### 6. How do I track my exercise?

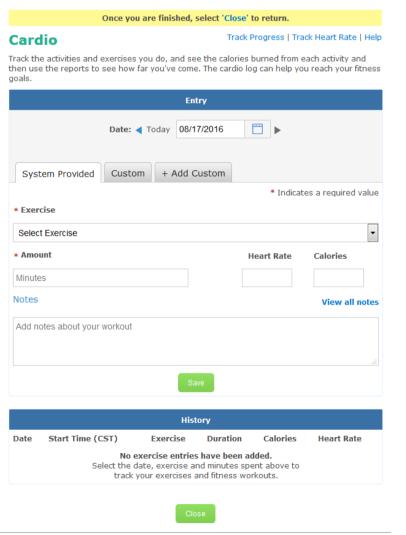
a. Within the challenge box on your dashboard, click "Log Now," which will bring you directly to the cardio log tracking page. Using the drop down menu, find the exercise you completed, followed by filling in the amount of time spent doing the exercise. Lastly, hit submit.



- b. Alternatively, you can log your exercise using the Challenge Tracking Page. This is also the method you should use if you are not logging every day and need to backlog.
  - i. Under the challenge bar, click on "View Challenge".



ii. Once directed to the Challenge Page, select the date for which you are logging at the top, and then choose your exercise method from the drop down list. Fill in the amount of time spent doing the exercise and hit submit.



## 7. How do I qualify for the wellness incentive?

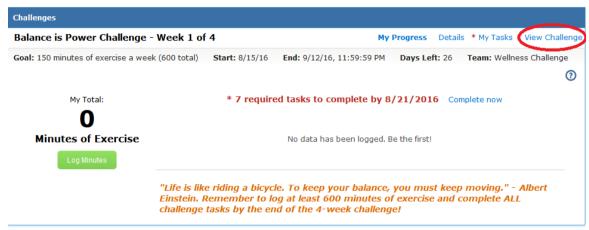
a. You will earn 500 points upon successful completion. Successful completion is:

- i. Logging at least 600 minutes of exercise by Sunday, October 23<sup>rd</sup>, 2016
- ii. Completing ALL tasks by Monday, October 24th, 2016.
- b. Points will be loaded to your incentive bar on Tuesday, October 25<sup>th</sup>, upon successful completion of the challenge requirements. \*

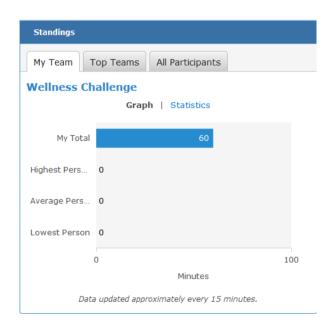
\*Incentive rewards (monetary or drawing) are only awarded for completion of ONE wellness challenge in 2016.

### 8. How can I view challenge standings?

- a. Log-in to the Wellness Portal: https://mybluehealth.bcbsvt.com/dt/v2/bcbsvtindex.asp
- b. Click "View Challenge" in the Challenge Bar



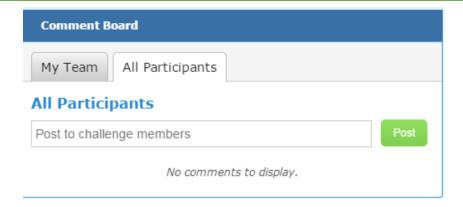
c. Scroll down to the "Standings" box



d. You can view standings for all participants, all teams or just your team.

#### 9. How can I communicate with other participants?

- a. Log-in to the Wellness Portal: https://mybluehealth.bcbsvt.com/dt/v2/bcbsvtindex.asp
- b. Click "View Challenge" in the Challenge Bar
- c. Scroll down page to "Comment Boards"



# 10. Who should I contact with questions?

Alissa Robertson, <u>Alissa.robertson@vermont.gov</u> or 802-828-2931 Robin Katrick, <u>Robin.Katrick@vermont.gov</u> or 802-828-2846